

TRANSMITTAL AND NOTICE OF APPROVAL OF STATE PLAN MATERIAL FOR: HEALTH CARE FINANCING ADMINISTRATION	1. TRANSMITTAL NUMBER: <u>0 2 --- 0 3</u>	2. STATE MO
	3. PROGRAM IDENTIFICATION: TITLE XIX OF THE SOCIAL SECURITY ACT (MEDICAID)	
TO: REGIONAL ADMINISTRATOR HEALTH CARE FINANCING ADMINISTRATION DEPARTMENT OF HEALTH AND HUMAN SERVICES	4. PROPOSED EFFECTIVE DATE 01-01-02	

5. TYPE OF PLAN MATERIAL (Check One):

☐ NEW STATE PLAN ☐ AMENDMENT TO BE CONSIDERED AS NEW PLAN ☒ AMENDMENT

COMPLETE BLOCKS 6 THRU 10 IF THIS IS AN AMENDMENT (Separate Transmittal for each amendment)

6. FEDERAL STATUTE/REGULATION CITATION: 42 CFR 441 Subpart D and 456 Subpart D	7. FEDERAL BUDGET IMPACT: a. FFY _____ \$ _____ b. FFY _____ \$ _____
8. PAGE NUMBER OF THE PLAN SECTION OR ATTACHMENT: 4.16A - 208	9. PAGE NUMBER OF THE SUPERSEDES PLAN SECTION OR ATTACHMENT (If Applicable): New Material

10. SUBJECT OF AMENDMENT:
Interagency Agreement between the Missouri Department of Social Services and the Missouri Department of Mental Health designating the Department of Mental Health as the authorized state agency for the administration of Inpatient Psychiatric Services for recipients 21 years of age and under in state mental health facilities.

11. GOVERNOR'S REVIEW (Check One)

☒ GOVERNOR'S OFFICE REPORTED NO COMMENT *ce* ☐ OTHER, AS SPECIFIED:
☐ COMMENTS OF GOVERNOR'S OFFICE ENCLOSED
☐ NO REPLY RECEIVED WITHIN 45 DAYS OF SUBMITTAL

12. SIGNATURE OF STATE AGENCY OFFICIAL: <i>Christine Rackers</i>	16. RETURN TO: Division of Medical Services 615 Howerton Court P.O. Box 6500 Jefferson City, MO 65102-6500
13. TYPE NAME: <i>for</i> Dana Katherine Martin	
14. TITLE: Director	
15. DATE SUBMITTED: <i>3/28/02</i>	

FOR REGIONAL OFFICE USE ONLY

17. DATE RECEIVED: 03/29/02	18. DATE APPROVED: APR 09 2002
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PLAN APPROVED - ONE COPY ATTACHED

19. EFFECTIVE DATE OF APPROVED MATERIAL: 01-01-02	20. SIGNATURE OF REGIONAL OFFICIAL: <i>[Signature]</i>
21. TYPED NAME: Thomas W. Lenz	22. TITLE: ARA for Medicaid & State Operations

23. REMARKS:

cc:
Martin
Vadner
Waite
CO
DSG/DIATA

SPA CONTROL
Date Submitted: 03/28/02
Date Received: 03/29/02

COOPERATIVE AGREEMENT
between the
MISSOURI DEPARTMENT OF SOCIAL SERVICES,
Division of Medical Services (DMS)
and the
MISSOURI DEPARTMENT OF MENTAL HEALTH
to DESIGNATE
THE DEPARTMENT OF MENTAL HEALTH AS THE AUTHORIZED STATE AGENCY
FOR THE ADMINISTRATION OF
INPATIENT PSYCHIATRIC SERVICES FOR RECIPIENTS 21 YEARS OF AGE AND UNDER
IN STATE MENTAL HEALTH FACILITIES

I. STATEMENT OF PURPOSE

This agreement reflects the cooperative and mutual understanding between the Department of Mental Health (DMH) and Department of Social Services (DSS). DSS is the designated single state agency for the administration of the Medicaid/MC+ program in Missouri, and the Division of Medical Services (DMS) is the division within DSS which directly manages the Medicaid/MC+ program operations. DMH is the authorized agency responsible for furnishing inpatient psychiatric services in state mental health facilities which are owned and operated by DMH.

This agreement is entered into for the purpose of designating DMH to conduct the administrative functions necessary for the proper and efficient administration of the program that provides reimbursement through Medicaid/MC+, for inpatient psychiatric services provided to individuals age 21 and under in state mental health facilities owned and operated by DMH.

II. MUTUAL OBJECTIVES

- A. Establish procedures for the cooperative administration of inpatient psychiatric services provided to individuals age 21 and under in a state owned and operated mental health facility.
- B. Provide for program evaluation and coordination between DMH and DSS.
- C. Provide inpatient psychiatric services in state mental health facilities for individuals age 21 and under found eligible for Medicaid/MC+ funding.
- D. All parties agree to comply with 1964 Civil Rights Act, as amended; Section 504 of the Rehabilitation Act of 1973; the Age Discrimination Act of 1975; the Omnibus Reconciliation Act of 1981 and the Americans with Disabilities Act of 1990 and all other applicable Federal and State Laws which prohibit discrimination in the delivery of services on the basis of race, color, national origin, age, sex, handicap/disability or religious beliefs. Further, all parties agree to comply with Title VII of the Civil Rights Act of 1964 which prohibits discrimination in employment on the basis of race, color, national origin, age, sex, handicap/disability, and religious beliefs.

III. RESPONSIBILITIES OF THE DEPARTMENT OF SOCIAL SERVICES, DIVISION OF MEDICAL SERVICES

- A. Enroll in the Medicaid/MC+ program the state mental health facilities that meet established criteria and which complete all required administrative documents in order that they may receive reimbursement for services provided to eligible recipients.
- B. DSS will establish the inpatient facility rate based on cost center data provided by DMH and enter that rate into DMS provider files.
- C. Reimburse DMH the federal share of inpatient claims submitted by DMH for medically necessary inpatient psychiatric services provided to Medicaid/MC+ eligible patients in accordance with the utilization plan.
- D. Reimburse the DMH the federal share of actual and reasonable costs for administration services provided by DMH staff. Allowable administrative functions will be documented utilizing a time accounting system, which is in accordance with the provisions of OMB circular A87 and 45 CFR parts 74 and 95. Administrative costs include expense and equipment cost necessary for the design and implementation of the DMH inpatient services for recipients 21 years of age and under in state owned and operated psychiatric facilities. The rate of reimbursement for eligible administrative costs will be 50%, or 75% for activities performed by skilled professional medical personnel if claimed in accordance with the provisions of 42 CFR 432.
- E. Reimbursement of the federal share shall be provided upon receipt of quarterly financial statements certified by the Department of Mental Health for eligible claims prepared in accordance with applicable federal regulations.
- F. Maintain the confidentiality of client records and all other client information obtained from DMH in accordance with all state and federal laws.
- G. Meet and consult on a regular basis with DMH on issues related to this agreement.
- H. Review reports of provider non-compliance from DMH and jointly pursue any sanction or other action necessary and appropriate to remedy the non-compliance.

IV. RESPONSIBILITIES OF THE DEPARTMENT OF MENTAL HEALTH

The Department of Mental Health, recognizing the authority of the single state Medicaid/MC+ agency, will provide the necessary staff support to conduct administrative functions necessary for the proper and efficient administration of inpatient services for recipients 21 years of age or younger in state mental facilities. The Department of Mental Health agrees to:

- A. The Department of Mental Health will perform the following duties in accordance with standards required in 42 CFR, Sections 441 Subpart (d), and 456 Subpart (d).
 - 1. Independent review—The Department of Mental Health will provide a team consisting of physicians and other mental health professionals employed or contracted by DMH to certify that inpatient psychiatric services are necessary. Team members shall be independent of the facility providing inpatient psychiatric services.

2. Retrospectively review a regular sample of clinical records to ensure services were provided in accordance with applicable Medicaid/MC+ regulations. Items to be reviewed include the certification of need, medical, psychiatric, and social evaluations, active treatment, and the individual plan of care.
 3. Utilization Review—Each DMH facility participating in this program will have a written utilization review plan. The utilization review plan must include the required administrative, informational, and continued stay review requirements and medical care evaluation studies as required in Subpart D of 42 CFR 456. The utilization review will identify the appropriate medically necessary inpatient level of care in accordance with the individual need for inpatient care as defined by DMH.
- B. The Department will document and ensure that Medicaid/MC+ billings are not submitted for individuals who are found not to require inpatient psychiatric services from the state operated psychiatric facility.
 - C. Be responsible for any federal funds that are deferred and/or ultimately disallowed arising from a failure by DMH to comply with a federal requirement.
 - D. Provide professional staff including skilled and non-skilled professional medical personnel as defined in 42 CFR 432.2 and 432.50 and direct support personnel necessary to fulfill the terms and conditions of this agreement.
 - E. Submit to DSS quarterly, or as requested by DSS, the certified financial statements necessary to request federal financial participation (FFP). Requests for FFP will be submitted on the standard form 269 together with a detailed billing statement for administrative funds requested. These documents will be certified by the Executive Officer or designee of the Department of Mental Health.
 - F. Maintain the confidentiality of client records and eligibility information received from DSS and use that information only in the administrative, technical assistance and coordination of the program according to state and federal laws.
 - G. Provide cost center data gathered from DMH facilities to DSS so that DSS can determine facility rate setting.
 - H. DMH facilities will bill according to the level of care for each date of service as determined by the facility utilization review committee. The facility will identify the level of care on the claims submitted for per diem reimbursement by using the revenue code for the designated level of care as specified by DSS/DMS.
 - I. Meet and consult on a regular basis with DSS on issues related to this agreement.
 - J. Report instances of provider non-compliance to DSS and jointly pursue any action necessary and appropriate to remedy non-compliance.
 - K. DMH assures that the participating facilities complete the necessary forms concerning eligibility for inpatient psychiatric hospitalization including, but not limited to, the IM -71.

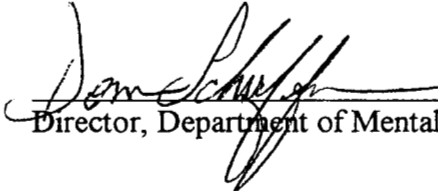
V. JOINT RESPONSIBILITIES

Department of Social Services and Department of Mental Health shall both:

- A. Ensure all federal requirements are met.
- B. Retain all records for a minimum of five years and completion of all audits and litigation.

- C. Maintain and share information that is consistent with principles of efficiency and responsiveness.

This agreement may be modified at any time by the written agreement of all parties and may be canceled by either party with thirty, (30) days prior notice in writing to the other party.



Director, Department of Mental Health

2-14-02

Date

for 

Director, Department of Social Services

3/28/02

Date